

IMPORTANT MEMORANDUM – COVID-19

REGARDING GOVERNOR BROWN'S EXECUTIVE ORDER 20-12

March 23, 2020



To our Work Family,

Triplett Wellman remains committed to company health by listening to our government and safety officials – both locally and nationally. Today, Governor Brown has mandated a closure of a number of business types – effective March 24, 2020. However, construction sites do not fall within these closures. As a result, and until further notice, Triplett Wellman construction sites will remain open. If you regularly report to the jobsite for your work, you will continue to do so. Nevertheless, we have adopted some new and stricter guidelines for safe working on our sites. They include, but are not limited to, the following:

- Increased awareness to cleanliness – washing/sanitizing hands regularly
- No direct contact with anyone
- Social-distancing – workers to maintain a 6' barrier from other workers – enforced by on site representative.
- No sharing of hand tools or personal protective equipment (hardhats, safety glasses, clothing, etc.)
- All meetings shall be via phone or web conference unless the social distance of 6' can be maintained.
- Cleaning work surfaces frequently – door knobs, handles, etc.
- If you are feeling ill, please stay home!

Triplett Wellman has also adopted the following measures (not limited to) for our Main Office:

- Working remotely where possible
- Maintaining a 6' barrier from coworkers
- Cleaning work surfaces frequently – door knobs, restroom fixtures, handles, copier, etc.
- No solicitors will be permitted in the office
- If you are feeling ill please stay home!

In addition, if you are travelling during this outbreak and/or during spring break, you may be screened and you may be given recommended precautions by the State Department or travel officials. **We require that you follow ALL of the recommendations given.**

This is a quickly evolving situation and we are monitoring local and nationwide developments very closely. We will update our procedures as needed and according to public health and government officials.

Additional information can be found on these websites:

- ❖ agc-oregon.org (3 helpful links have been set up)
- ❖ coronavirus.oregon.gov

If you have any questions or concerns, please feel free to contact our office at 503-982-4188 any time during the week from 8am to 5pm. We appreciate the cooperation, and as always, the health of our employees and their families comes first.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nick Wellman".

Nick Wellman
Vice President of Sales

PO BOX 160
1717 Mt. Jefferson Ave.
Woodburn, Oregon 97071

503/982-4188
FAX: 503/982-0390
OR CCB# 43496
WA CCB# TRIPLWI159LM